

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE CHRISTOPHER KOHL'S FIRE DISTRICT GOVERNING BOARD.**

A Regular Meeting of the Christopher Kohl's District Governing Board convened **Monday, October 15, 2018**, at **3:30pm** at the Fire Station 51 Community Room.

**Call to Order/Pledge of Allegiance**

Call to order 3:35pm, Monday, October 15, 2018, followed by the Pledge of Allegiance.

**Roll Call**

A. Board Members: Chairman Deborah Dawson  
Financial Officer Larry Hannum  
Clerk Tom James  
Board Member Steve Sundra  
Board Member Jeff Daniel (arrived 3:45pm)

B. Department Members: Chief Bob Lockhart, Administrative Assistant Deanna White, Rhett Connolly, Steve McKinnon

C. Members of the Public: Sheila Marcum, Margot Holmes, Karen Thornton, Ron Kotnik, Debbie Richardson

The following matters were discussed, considered, and approved at the meeting:

Chairman Deborah Dawson moved **Business Item #1** to top of Agenda due to the attendance of guests Payson Fire Department Chief David Staub and Battalion Chief Daniel Bramble for their presentation of four "Payson Blue Card" certificates.

**BUSINESS**

**Item #1: Payson Blue Card certificate presentation by Payson Fire Department.**

Chief Staub and Battalion Chief Bramble informed Board Members, Department Members, and Members of the Public about the Blue Cards being presented to the following Christopher-Kohl's Fire Department employees: Ben Perry, Rhett Connolly, Mark Hansen, and Captain Chad Stluka. By completing *all* of the requirements for the Blue Card, the four employees are now "Incident Commanders." Deborah commented how proud all are of the four and that this investment was good for the Fire District.

**Approval of Minutes**

The Board reviewed the Minutes of the Regular Meeting of September 17, 2018. Tom James made a motion to accept September 17, 2018 Minutes with correction and was seconded by Larry Hannum.

**Vote results:**

**Ayes: Debbie Dawson, Tom James, Steve Sundra, Larry Hannum**

**Nays: None**

**Absent for vote: Jeff Daniels**

**Reports and Correspondence**

**A. Financial Officer's Report**

Larry Hannum reviewed the status of all District bank accounts for September. As Larry read the

Financial Report, after each of the four accounts, Board Members asked questions. Chief Lockhart addressed questions. Jeff Daniels made a Motion to accept the August 20, 2018 Financial Report and was seconded by Steve Sundra.

**Vote results:**

**Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum**

**Nays: None**

**B. Chief's Report**

Chief Lockhart discussed Department activity for September. The list below highlights this month's Chief's Report:

- The pancake/burrito breakfast on September 1<sup>st</sup> was a success and the Firebelles raised over \$1000.00. The next one is scheduled for October 27<sup>th</sup>.
- Two members of the Department; Rhett Connolly and Steve McKinnon attended State Fire School on September 6<sup>th</sup> through the 9<sup>th</sup>. Chief added that the State refunded \$500 back to Department.
- Chad Stluka, Mike Lindsey, and Wyatt Ranft returned on September 27<sup>th</sup> from a wildland fire in Southern California.

Steve asked Chief if there were any contact with the Gila County Sheriff's Office regarding the two, ongoing cases. Chief replied there had been none.

**C. Chairman's Report & District Correspondence**

Deborah stated she had no correspondence.

**BUSINESS**

**Item #2: Discussion and possible action regarding Policy 20.07 Conduct Review.**

With newly edited handout entitled "20.07 Standard of Conduct" from Department, Steve found yet one more editing error. Administrative Assistant Deanna White gave all Board Members newly corrected copies; then, Jeff made a Motion to accept Policy 20.07 Conduct Review and was seconded by Steve Sundra.

**Vote results:**

**Ayes: Deborah Dawson, Tom James, Steve Sundra, Larry Hannum, Jeff Daniels**

**Nays: None**

**Item #3: Discussion and possible action regarding audit engagement letter for the year ended June 30, 2018.**

Much discussion took place regarding the wording in Kay Green's (and ATLAS CPA's & ADVISORS PLLC) engagement letter. Three questions were presented to Chief Lockhart for him to address Kay Green and then forward her answers to Board:

1. Who is *Jon Teixeira*? (Referred to on page 4, "Engagement Administration, Fees, and Other")
2. Can "Public" be given access to the year's audit?
3. What is the "System Review Report" by Watson Coon & Associates P.C. of January 18, 2017?

Jeff made a Motion that the Department seek at least two other auditors for possible future use. The Motion died for a lack of a second.

Chief responded that he would do the following: 1. Provide Board Members of a past year's audit engagement letter for comparison of wording with Kay Green's present engagement letter; and 2.

Agreed to research and obtain two other auditors' engagement letters for Board Members to study.

**Call to the Public:**

Ron Kotnik said the Department would receive a faster response from other possible auditors if the heading "RFP" (Request for Proposal) heading were used.

**Adjournment**

Tom James moved to adjourn the meeting and was seconded by Larry Hannum.

**Vote Results:**

**Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum**

**Nays: None**

The meeting adjourned at 4:57pm.

The next regularly scheduled Board Meeting will be on Monday, November 19, 2018, at 3:30 pm.

**Approved by** \_\_\_\_\_ **on** \_\_\_\_\_ **2018**